

Ballot Inspector

- Complete Inspector section of Application to Vote
 - Ballot Style (split precinct only)
 - Ballot number (confirmed with E Poll Book and actual ballot)
 - Voter number (from E Poll Book)
 - Your initials
- Place ballot inside secrecy sleeve
- Place application to vote in the clear plastic pocket on secrecy sleeve
- Ask voters if they need any additional instructions on how to mark ballot & provide any needed instructions. Offer sheet magnifier.
 - Any voter may use AutoMARK
- Give ballot to voter ONLY when there is an available voting booth
- Remind voters to vote both sides of ballot (if applicable)
- Instruct Voter to visit Tabulator Inspector after marking ballot
- Coordinate Spoil Ballot Procedures: 1)secure bad ballot, 2)coordinate with E Poll Book to get new ballot, 3) update application to vote, 4) help voter avoid future errors

Provisional ENVELOPE Ballots

- If voter is to vote Provisional Envelope Ballot, do NOT give them a regular secrecy sleeve, instead fold ballot and place in Provisional Ballot Secrecy Sleeve

Provisional AFFIDAVIT Ballots and Challenged Ballots

- Write the ballot number in the instructions area of the ballot and cover it with white sticker
- Proceed as normal

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